



Illinois Law Enforcement Training and Standards Board

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INFORMATIONAL BULLETIN

June, 1996

BOARD AMENDS ADMINISTRATIVE RULES GOVERNING PART-TIME LAW ENFORCEMENT OFFICERS

At the June 6, 1996 quarterly meeting of the Illinois Law Enforcement Training and Standards Board (the Board), action was taken to amend the administrative rules addressing the definition of part-time law enforcement officers. This action was the culmination of numerous meetings with legislators, law enforcement practitioners, chiefs, sheriffs, mayors and associations interested in the definition of part-time officers. No consensus had been reached on the "hours" issue, with respect to the number of hours a part-time law enforcement officer may be employed.

Public Act 89-170 directed the Board to "adopt rules defining what constitutes employment on a part-time basis". The "First Notice" filing of the Administrative Rules with the Joint Committee on Administrative Rules (JCAR) was accomplished on October 10, 1995. Public forums and meetings followed. The "Second Notice" was

filed with JCAR on April 16, 1996, resulting in adoption of the rules, without objection, on May 21, 1996. The committee additionally recommended that Board staff make another effort to achieve consensus on the "definition" issue. As a result, all interested parties were invited to the June 6, 1996 meeting of the Board to present their views.

The Illinois Municipal League and the Illinois Association of Chiefs of Police proposed a definition of part-time employment that left the number of hours to be determined individually by the 1200 local entities of government across Illinois. The Illinois Sheriffs' Association and the representative police associations, including Fraternal Order of Police and Policeman's Benevolent and Protective Association made presentations in support of the 25 hour weekly, 650 hour semi-annual and 1300 annual cumulative hours of employment.

The resulting Board vote represents a Board imposed compromise between divergent views. The Board adopted a 1,560 hour annual cumulative cap on part-time officer employment, based upon a 30 hour per week average. The Board adopted additional language negotiated by Board staff with the interested parties. The adopted language states:

"Full-time police officer" means a law enforcement officer who is a member of a duly authorized police department and is employed full-time by a unit of local government. An officer who is employed by one or more local governmental agencies and works more than 1,560 work hours in a twelve month period beginning on the first of January of any calendar year, must comply with the training provisions of the Illinois Police Training Act. Nothing in this definition is intended to alter or affect the pension status of any public employee.

"Part-time police officer" means a law enforcement officer who is a member of a duly authorized police department and who is employed by one or more units of local government 1,560 hours or less per twelve month period beginning on the first of January of any calendar year. Part-time police officers must comply with the training provisions as specified in this part. Nothing in this definition is intended to alter or affect the training requirements established for full-time police officers as defined in this section and pursuant to the Illinois Police Training Act.

Advisory note: When law enforcement officers are employed over 1560 hours, (definition of full time employment, Administrative Rule 1770.102), the day the 1560 hours is exceeded, or the initial date of full-time hiring is the effective start of the six month requirement. This requirement states, "...if such training is not completed within the applicable six months, then the officer must forfeit his/her position, or the employing agency must obtain a waiver from the Board extending the period for compliance." (90 days). 50 ILCS/705-8.1. (Note: Requests for status change must be accompanied by the Form E.)

Please note that the Illinois Municipal League has mailed notices to law enforcement agencies statewide concerning Board action regarding the administrative rules. It is important that agencies contact the Board office directly for any interpretive information regarding the rules. The Board is charged statutorily with carrying out the administrative procedures pertaining to Public Act 89-170.

Full-Time Waiver Process

Now that many part-time officers have received part-time waivers, questions have been asked concerning the ability to move from part-time officer waiver status to full-time officer waiver status. This is not an automatic transfer. Public Act 89 170 and the subsequent Administrative Rules have both recognized the impact of the new legislation upon incumbent officers. Neither the Act nor the Rules were intended to deny incumbent officers

their part-time status. Accordingly, the transfer from part-time to full-time status is not an entitlement to those holding part time waivers or certification. Administrative Rules, Part 1770, Section 1770.206(o) reads:

Successful completion of the Part-Time Certification Examination will not be deemed equivalent to or sufficient in and of itself to render said part-time police officer eligible to obtain a waiver of full-time law enforcement basic training or a certificate attesting to equivalent training as a full-time law enforcement officer.

Training and testing thresholds must be maintained within the spirit and legislative intent of the Police Training Act, and with regard to civil liabilities. At such time that an officer's status with a department changes from part-time to full-time, the chief administrator at that agency must either (1) request a waiver of the required full-time training course; or (2) enroll the officer in the full-time basic training course.

Rule Change Concerning Direct Supervision

Administrative Rules, Part 1770, Section 1770.209 defines direct supervision of part-time probationary officers. At the meeting of interested groups at the Board office on January 16, 1996, there was consensus on removing the certified "full-time" officer supervisory limitation and the "in-person" oversight requirement. The rule now reads:

Section 1770.209 Direct Supervision

All probationary part-time police officers hired on or after January 1, 1996 shall be directly supervised at all times by a Board certified law enforcement officer. Direct supervision requires oversight and control with the supervisor having final decisionmaking authority as to the actions of the recruit during duty hours.

Part-Time Law Enforcement Training Begins

Orientation sessions have been underway across the state in order to provide part-time trainees an overview of the 12 module training cycle. Start-up dates for the actual training sessions have been staggered based upon the Mobile Team Unit's enrollment and POWER test scheduling. Early reports from the first testing sessions have reflected that over 93% of the students have scored over the 70 percentile in the Saturday testing sessions. One coordinator noted that, "those who came to learn are having a positive experience with the workstation concept."

The design of the modular program for training part-time officers allows for newly hired officers to enter the program at designated entry points. An officer starting the program during an on-going cycle must be aware that the instructional video/workstation sessions and workbook assignments must be completed for that month prior to attending the monthly Saturday

classroom and testing session. The module entry months are:

Month 3
Month 5
Month 6
Month 7
Month 8
Month 9

Please note that entry to the program is accomplished through application to the respective Mobile Team Unit. Officers entering the training must be sworn employees of the governmental entity and registered with the Illinois Law Enforcement Training and Standards Board (utilizing Form E).

COPS Training Grant Update

The Executive Director and Deputy Director recently traveled to Washington, D.C. to participate in a Training and Technical Assistance Cluster Conference sponsored by the Office of Community Oriented Policing Services (COPS). The Board was one of thirteen agencies or consortiums nationally to receive training funding. Officials of the U.S. Department of Justice were on hand to provide a national overview of on-going training and technical assistance funded through the COPS program.

The Illinois project utilizing the STTAR (Specialized Training, Testing and Record Keeping) System raised significant interest among the participants. The training methodology and the approach of reconceptualizing fundamental law enforcement skills and knowledge to Community Oriented Policing generated discussions on the portability of the concept as a national model.

Board staff will be examining the feasibility of adaptation of the STTAR concept for supplemental academy training, in-service training, remedial training, pre-service and the potential for a Police Corps pilot project.

Part-Time Officer Enhancement Program

North East Multi-Regional Training Unit (MTU #3) has enrolled approximately 150 officers in the Part Time Officer Enhancement Program (PEP). This course is being offered exclusively by MTU #3 as an option for those law enforcement administrators who chose to have their officers trained in an academy style, classroom setting.

The course consists of 31 weeks, 2 evenings per week with an 8 hour session each Saturday. This training is delivered in 4 modules for a total of 360 hours and has been validated by the Board's consultant, Justex Systems, Inc.

Part-Time County Correctional Officers Training and Certification

In order to fulfill the mandates of Public Act 89-170, a census of part-time county correctional officers is being undertaken. County Sheriffs will be polled in order to determine the number of part-time correctional officers employed, hours worked, and dates of appointment. Sheriffs will be asked to identify those officers who will be submitted for waivers of training and those who they wish to receive the training.

Board staff has estimated that as few as 200 correctional officers statewide work on a part-time basis.